

IV. AVIATION SAFETY

1. Administration

a. Commander's Responsibilities

(1) Has the Commander published a policy that outlines his/her overall safety philosophy? (AR 385-95, para 1-6a(2)) **P / F / NA**

(2) Are there written Standing Operating Procedures (SOP) for all functional areas and for all operations within the command? (AR 385-95, para 3-3 and para 1-6a(4)) **P / F / NA**

(3) Does the SOP include: (AR 95-1, para 3-17; AR 385-95, para 1-6a(4); AR 95-23, Chapter 3)

(a) Risk-management procedures and responsibilities for training and operations?

P / F / NA

(b) Risk controls for hazards most frequently experienced?

P / F / NA

(c) Command level authorized to accept each level of risk, (low, moderate, high, and extremely high)? **P / F / NA**

(d) Pre-accident plans, including immediate actions, investigation procedures, reporting, and corrective action responsibilities? **P / F / NA**

(e) Procedures and responsibilities for safety-related programs (Chapter 2)? **P / F / NA**

(1) Operational hazard reporting

P / F / NA

(2) Prevention of foreign object damage to aircraft

P / F / NA

(3) Pre-accident planning

P / F / NA

(4) Fire prevention and protection

P / F / NA

(5) Hazard communication

P / F / NA

(6) Motor vehicle accident prevention

P / F / NA

(7) Hearing conservation

P / F / NA

(8) Respiratory protection

P / F / NA

(9) Radiological protection

P / F / NA

(10) Protective clothing and equipment

P / F / NA

(11) Hazardous materiel handling

P / F / NA

(12) Aviation maintenance

P / F / NA

(13) Ammunition/explosives/weapons handling **P / F / NA**

(14) Aviation life support systems **P / F / NA**

(15) Environmental protection **P / F / NA**

(16) Endurance management (*AR 385-95, chapter 2; AR 95-23, para 3-8*)
P / F / NA

(4) Has the Commander completed the online Commanders Safety Course? (*AE Command Policy Letter #3, para 6a*) **P / F / NA**

(5) Has the Senior Noncommissioned Officer completed the online Commanders Safety Course, the Senior NCO Safety Course or the 40-hour Safety Officer/ NCO Course (SOC 40)? (*AE Command Policy Letter #3, para 6a*) **P / F / NA**

(6) Is the ASO assigned to a TDA/TOE authorized position? (*AR 385-95, para 1-4j(2)*)
P / F / NA

(7) Are additional duty ASOs graduates of the Aviation Safety Officer Course? (*AR 385-95, para 1-4j(3)(c)*) **P / F / NA**

(8) If a TDA/TOE position does not exist for an ASO, is an additional duty ASO formally appointed? (*AR 385-95, para 1-4j(3)(b)*) **P / F / NA**

(9) Have current safety goals, objectives, and priorities been developed and included in quarterly training guidance? (*AR 385-95, para 1-6a(3)*) **P / F / NA**

(10) Is a safety trained noncommissioned officer (NCO) appointed by unit commander, in writing, to assist the ASO? (*AR 385-95, para 1-4j(3)(c)*) **P / F / NA**

(11) Does the Commander support the resourcing of adequate computer equipment to allow ASOs to perform assigned duties more efficiently? (*AR 385-95, para 1-4j(3)(d)*) **P / F / NA**

(12) Is the ASO a member of the commander's special staff, and does the commander rate the ASO? (*AR 385-95, para 1-4j(3)*) **P / F / NA**

b. ASO's Responsibilities

(1) Does the ASO advise and assist the commander and staff in the development of safety goals, objectives, and priorities? (*AR 385-95, para 1-6d(1)*) **P / F / NA**

(2) Does the ASO assist with integration of the commander's safety goals, objectives, and priorities into the quarterly training guidance? (*AR 385-95, para 1-6d(1)(b)*) **P / F / NA**

(3) Does the ASO maintain a current library of safety regulations, aircraft accident prevention directives, and instructional materials? (*AR 385-95, para 1-6d(6)(h-i), AR 385-95 appendix A, AR 385-10, para 5-2v, AR 385-10 appendix A*) **P / F / NA**

(4) Does the ASO monitor the Protective, Clothing and Equipment Program, Hazardous Materials Handling Program, Aviation Maintenance Program, Ammunition / Explosives / Weapons Handling

Program, Aviation Life Support Systems Program and Environmental Protection Program Activities? (AR 385-95, para 2-10 – 1-15) **P / F / NA**

(5) Does the ASO maintain a suspense file (unit hazard tracking log) on safety deficiencies to ensure appropriate corrective actions are taken? Is the log maintained as a permanent reference for future hazard analysis? Are all hazards risk assessed in terms of hazard severity and accident probability? (AR 385-95, para 1-6d(6)(n) and 3-1f) **P / F / NA**

(6) Does the ASO gather and disseminate flight safety literature and develop programs to promote safety awareness? (AR 385-95, para 1-6d(6)(i)) **P / F / NA**

(7) Does the ASO maintain functional ARIMS files? (AR 25-400-2) **P / F / NA**

(8) Does the ASO review each assigned and attached aviator's flight records and the unit training program to identify systems defects and to design countermeasures? (AR 385-95, para 1-6d(6)(j)) **P / F / NA**

(9) Are the ASO and NCO registered on the EUR-Safety Net List Server? (AE Policy Letter #3) **P / F / NA**

c. Risk Management

(1) Is the risk management process integrated in the planning and execution of training and operations? (AR 385-95, par 1-6a (5-10), AR 95-1, para 3-16, chap 3; FM 5-19; AR 95-23, para 3-7) **P / F / NA**

(2) Are risk reduction measures integrated into operation plans and operation orders as appropriate? (FM 5-19, para 2-4) **P / F / NA**

(3) Is the ASO complying with the Risk Management process responsibilities? (AR 385-95, par 1-6d(5)(a-c)) **P / F / NA**

(4) Does the commander ensure that the unit's risk assessment is systematically observed and assessed during training and operations? (AR 385-95, para 1-6a(7)) **P / F / NA**

(5) Is the Army standard CRM worksheet (DA Form 7566, Composite Risk Management Worksheet) or an electronic version used to document the CRM process? (FM 5-19, para 1-45) **P / F / NA**

(6) Do locally generated substitute forms, approved by individual commands, contain as a minimum, all information included on the DA Form 7566? (FM 5-19, para 1-45) **P / F / NA**

(7) Is the Army Readiness Assessment Program being used at Battalion level? (2006-2007 Winter Safety Campaign) **P / F / NA**

d. Aviation Accident Prevention Survey (AAPS)

(1) Does the ASO perform an aviation accident prevention survey at least semiannually to annotate the physical condition of all areas within unit control that affect aviation operations and document hazards, operator errors, systems defects, and possible countermeasures? (AR 385-95, para 3-2a) **P / F / NA**

(2) Does the ASO recommend to the commander effective countermeasures, implementation procedures, and control measures designed to eliminate identified root causes? (AR 385-95, para 1-6d(5)(c) and 3-2c) **P / F / NA**

(3) Are hazards found during the AAPS tracked through the unit hazard tracking system? (AR 385-95, para 3-2c) **P / F / NA**

(4) Are files available for subordinate commanders for control option and follow-up and research purposes? (AR 385-95, para 3-2d) **P / F / NA**

e. Safety Education

(1) Does the ASO plan, promote, and conduct monthly safety education/training sessions? (AR 385-95, para 1-6d(6)(c) and 3-5) **P / F / NA**

(2) Do unit files reflect dates, subjects, and attendance of the monthly safety training? (AR 385-95, para 3-5) **P / F / NA**

(3) Is monthly safety training being conducted as applicable for ground/maintenance personnel? (AR 385-95, para 1-6f(2) and 3-5) **P / F / NA**

(4) Has an effective make-up system been established that ensures personnel not able to attend a safety training meeting receive same quality of training? (AR 385-95, para 3-5c) **P / F / NA**

f. Command Safety Councils (AR 385-95, para 1-6a(11) and 3-4)

(1) Is a command aviation safety council (CSC) established in writing? **P / F / NA**

(2) Does the commander preside over safety council meetings, and does the ASO act as recorder? **P / F / NA**

(3) Does the commander review and approve the minutes? **P / F / NA**

(4) Are council recommendations implemented? **P / F / NA**

(5) Does the unit have an enlisted aviation safety council established in writing (ESC)? **P / F / NA**

(6) Does the 1SG or CSM preside over the enlisted aviation safety council? **P / F / NA**

(7) Does the CSC/ESC meet quarterly as a minimum? **P / F / NA**

g. Accident Procedures

(1) Are the ASO and NCO registered on the USACRC Risk Management Information System (RMIS) and the Accident Reporting Automation System (ARAS)? (*AE Policy Letter #3*) **P / F / NA**

(2) Are DA Forms 2397-AB-R and DA Forms 285-AB-R completed accurately and submitted on all aircraft mishaps as appropriate? (*AR 385-40, para 2-8; DA Pam 385-40*) **P / F / NA**

(3) Have any mishaps been reported, or reports completed, after the allowed time table for processing accident reports? (*AR 385-40, Tables E-1 and E-2*) **P / F / NA**

(4) Does the ASO review all DA Form 2397-AB-R and DA Form 285-AB-R reports submitted and is a file maintained? (*AR 385-95, para 1-6d(6)(d)*) **P / F / NA**

(5) Are aircraft precautionary and forced landings investigated to determine causes? (*AR 385-40, para 4-1*) **P / F / NA**

(6) Is an accident investigation kit on hand? (*DA PAM 385-40, para 2-1d(1)(a)*) **P / F / NA**

(7) Are ground mishaps, both aviation (engines not operational) and non-aviation, investigated and reported on DA Form 285-AB-R as appropriate? (*AR 385-40, para 2-2, note*) **P / F / NA**

(8) Are hazards not pertaining to aviation safety reported on DA Form 4755? (*AR 385-95, para 2-1c(2)*) **P / F / NA**

h. Safety Boards

(1) Does the unit maintain safety bulletin boards for crewmembers and maintenance personnel? (*TM 1-1500-204-23-1, para 2-5*) **P / F / NA**

(2) Is DD Form 2272 (Department of Defense Safety and Occupational Health Program) posted in all industrial workplaces? (*AR 385-10, para 2-2d*) **P / F / NA**

(3) Are safety council minutes posted? (*AR 385-95 para 3-4e*) **P / F / NA**

i. Safety Awards

(1) Is there an active safety awards program (both unit and individual) in the unit? (*AR 385-95, para 1-6d(6)(q); AR 672-74, para 1-4d*) **P / F / NA**

(2) Does the ASO manage the safety awards program to ensure qualifying crewmembers, crewchiefs, vehicle operators, fuel handlers, and other support personnel are nominated for safety awards? (*AR 385-95, para 1-6d(6)(q)*) **P / F / NA**

(3) Are Unit Safety Awards for Class A – C aviation accident free hours being submitted? (*AR 672-74*) **P / F / NA**

(4) Does the unit actively participate in higher headquarters, MACOMs, and Department of the Army safety awards program? (*AR 385-95, para 3-7b*) **P / F / NA**

2. Safety Related Programs

a. Operational Hazard Reporting

(1) Does the ASO use OHRs to identify system inadequacies and develop countermeasures? (AR 385-95, para, 1-6d(6)(m) and chapter 2; AR 95-23, para 3-9) **P / F / NA**

(2) Does the ASO actively promote the OHR program? (AR 385-95, para 2-1e(2)) **P / F / NA**

(3) Does the commander review, sign, and return the completed OHR to the ASO within 10 working days of the date the report was received? (AR 385-95, para 2-1e(2)) **P / F / NA**

(4) Are OHRs (DA Form 2696) readily available? (AR 385-95, para 2-1b(1)) **P / F / NA**

b. Foreign Object Damage Prevention

(1) Has a FOD program been established? (AR 385-95, para 2-2b(2)) **P / F / NA**

(2) Is a unit FOD prevention officer designated in writing? (AR 385-95, para 2-2c(1)(a)) **P / F / NA**

(3) Are parking areas, runways, taxiways, run up and exhaust areas policed regularly to ensure against the presence of foreign object damage? (TM 1-1500-204-23-1, para 3-2b) **P / F / NA**

(4) Are proper safety procedures practiced to prevent FOD when maintenance is performed on turbine engines? (FM 3-04.500, Appendix O-35) **P / F / NA**

(5) Is FOD prevention and FOD accidents reviewed at all unit safety meetings? (AR 385-95, para 2-2c(1)(c)) **P / F / NA**

(6) Are monthly FOD inspections being conducted? (AR 385-95, para 2-2c(2)(d)) **P / F / NA**

(7) Does the ASO analysis and develop control options when hazards are found during surveys? (AR 385-95, para 2-2c(2)(d)) **P / F / NA**

(8) Are properly marked receptacles (FOD cans) in all work areas into which trash, ferrous and nonferrous scrap, safety wire, etc., may be placed? (TM 1-1500-204-23-1, para 8-4f) **P / F / NA**

(9) Are air inlet and tailpipe covers installed at all times on aircraft when engines are not operating? (TM 1-1500-204-23-1, para 3-2b) **P / F / NA**

(10) Are FOD walks included on the company training schedule, conducted at least weekly and all FOD containers emptied at the completion of the unit's FOD walk? (FM 3-04.500, Appendix P-21) **P / F / NA**

c. Pre-Accident Planning

(1) Has an effective pre-accident plan been developed, published, rehearsed and reviewed at least quarterly to ensure currency? (AR 385-95, para 1-6c(7)and(8), 1-6d(6)(e), 2-3d and Appendix C)

P / F / NA

(2) Has the unit developed a pre-accident plan for off-airfield operations (i.e. FTXs, deployments, war, etc.)? (AR 385-95, para 2-3c(3))

P / F / NA

(3) Is the system used to notify the ASO of a mishap? (AR 385-95, para 2-3c(2))

P / F / NA

(4) Does the ASO provide technical assistance in the development of the pre-accident plan? (AR 385-95, para 2-3a(2))

P / F / NA

(5) Is the ASO the OIC of the accident site as soon as the area as been declared safe for entry? (DA PAM 385-40, para 2-2a)

P / F / NA

d. Fire Prevention and Protection

(1) Is there an emergency action plan established and kept in the work place? (29 CFR 1910.38 (b))

P / F / NA

(2) Are monthly fire inspections conducted and documented? (29 CFR 1910.156 (d); 29 CFR 1910.157(e))

P / F / NA

(3) Are risk assessments conducted and countermeasures developed for all fire hazards identified during inspections? (AR 385-10, para 3-9)

P / F / NA

(4) Is smoking prohibited within 50 feet of aircraft? (FM 3-04.500; TM 1-1500-204-23-1, para 3-5d(3), para 3-7b)

P / F / NA

(5) Are emergency egress fire safety lanes in the hangar clearly marked and unobstructed? (29 CFR 1910.36(g) 37(c); TM 1-1500-204-23-1, para 2-5c(7))

P / F / NA

(6) Is training in the use of fire extinguishers conducted annually? (29 CFR 1910.157(g))

P / F / NA

(7) Are fire extinguishers serviceable and dispersed appropriately? (29 CFR 1910. 157; AR 420-90, para 6-4g; NFPA Code 10, chapter 6)

P / F / NA

(8) Are required numbers and types of fire extinguishers available for the hangar? (FM 3-04.500, Appendix O-35; AR 420-90, para 6-4g(1); NFPA Code 10, chapter 6)

P / F / NA

(9) Are the appropriate number and type of fire extinguishers available for the number and type of aircraft parked on the flightline? (AR 420-90, para 6-4g(2))

P / F / NA

(10) Are the required amount of fire extinguishers available in each aircraft? (TM 1-1500-204-23-1, para 2-5c(5))

P / F / NA

(11) Does every landing strip and helipad without regularly assigned ARFF vehicles have a 125 pound BC, dry chemical and/or compressed air foam system or equivalent, wheeled fire extinguisher? (AR 420-90, para 6-4g(2)(e)) **P / F / NA**

(12) Are monthly inspections of fire extinguishers complied with? (29 CFR 1910.157(e)(2); NFPA Code 10, chapter 7.2.1.2) **P / F / NA**

(13) Are records for manual inspections kept on a tag or label attached to the fire extinguisher or an inspection checklist maintained on file? (NFPA Code 10, chapter 7.2.4) **P / F / NA**

(14) Are the initials of the person conducting the inspection and the date of the inspection recorded? (NFPA Code 10, chapter 7.2.4) **P / F / NA**

e. Hazard Communication

(1) Does the unit have a written hazard communication plan? (29 CFR 1910.1200e) **P / F / NA**

(2) Have unit personnel received hazard communications training? (29 CFR 1910.1200h; UR 385-10, para 9; Section X(9)(a)) **P / F / NA**

(3) Are Material Safety Data Sheets (MSDS) maintained in the work place and readily available for personnel working with hazardous chemicals? (29 CFR 1910.1200g; UR 385-10, para 4j(10)) **P / F / NA**

(4) Are hazardous chemicals properly labeled, stored, used, and disposed of? (AR 385-95, para 2-5d) **P / F / NA**

(5) Is an accurate inventory is maintained of all hazardous chemicals used by unit personnel? (AR 385-95, para 2-5a) **P / F / NA**

f. Hearing Conservation

(1) Is there a SOP tailored to the unit? (DA PAM 40-501, para 1-4i(2)) **P / F / NA**

(2) Has the commander appointed a unit hearing conservation officer? (DA PAM 40-501, para 1-4i(1)) **P / F / NA**

(3) Are the appropriate personnel enrolled in the hearing conservation program and do they receive audiometric evaluations as appropriate? (DA PAM 40-501, para 1-4i(7)) **P / F / NA**

(4) Is health education conducted and documented for all noise-exposed personnel at least annually? (DA PAM 40-501, para 8-1) **P / F / NA**

(5) Do all maintenance personnel wear hearing protection in the performance of their duties while aircraft are operating? (TM 1-1500-204-23-1, para 3-2a) **P / F / NA**

(6) Where employees are subjected to sound at or above 85 decibels (dBA) on the A scale, are feasible administrative or engineering controls utilized? If such controls fail to reduce sound levels within 85 dBA, is personal protective equipment provided to those employees? Are those employees required to wear the personal protective equipment? (29 CFR 1910.95) **P / F / NA**

(7) Have noise hazard areas been surveyed by an industrial hygienist? (DA PAM 40-501, para 4-1) **P / F / NA**

(8) Are noise-hazardous areas and equipment marked with proper danger signs and decals? (DA PAM 40-501, para 1-4i(11)) **P / F / NA**

g. Respiratory Protection Program

(1) Are there written standard operating procedures governing the selection and use of the respirators? (29 CFR 1910.134(c); AER 385-7, para 4i and 7c) **P / F / NA**

(2) Is additional duties on hand appointing RPM on additional duties? (AER 385-7, para 4e(1)) **P / F / NA**

(3) If confined spaces are identified by the worksite surveys is there a SOP covering confined space entry procedures? (AR 11-34 para 3-3; 29 CFR 1910.146) **P / F / NA**

(4) Have work areas been surveyed (documented) for confined spaces and respiratory protection requirements? (AR 11-34, pg 4, para 2-5g) **P / F / NA**

(5) Are initial and annual training programs established for all personnel that use respirators? (AR 11-34, para 2-9 and 3-5; AER 385-7, para 4h and 8b) **P / F / NA**

(6) Have all personnel in the program been medically evaluated for respirator use? (AR 11-34, pg 3, para 1-5b) **P / F / NA**

(7) Does each individual have their own respirator and is it fitted for the individual? (AR 11-34, pg 6, para 3-5 (2)) **P / F / NA**

(8) Are monthly inspections completed and documented on all respirators? (AR 11-34, pg 6, para 3-6d; AER 385-7, para 7a) **P / F / NA**

(9) Is Appendix B Respiratory Protection Program Checklist used when evaluating unit respiratory protection programs? (AER 385-7, Appendix B) **P / F / NA**

h. Radiological Protection

(1) Has a radiological protection program been developed and implemented to protect unit personnel from the hazards of radiation? (AR 385-95, para 2-9; 10 CFR 20.1101) **P / F / NA**

(2) Is a radiation protection officer appointed on orders? (AR 11-9, para 1-4k) **P / F / NA**

(3) Are wipe test being completed for M43A1 CAD? (SOUM 01-16) **P / F / NA**

(4) Is the radiation safety program being audited annually? (AR 11-9, para 1-4k(2)(b)) **P / F / NA**

(5) Are radioactive material secured against unauthorized removal from place of storage? (29 CFR 1910.1096.j) **P / F / NA**

(6) Are radiation safety signs conspicuously posted? (29 CFR 1910.1096.e.2) **P / F / NA**

(7) Are records maintained for 3 years showing the results of the surveys and calibrations? (10 CFR 20.2103a) **P / F / NA**

i. Protective Clothing and Equipment

(1) Is proper protective clothing and equipment available in the work place when working with hazardous chemicals? (AR 385-10, para 2-2j; UR 385-10, para 4j) **P / F / NA**

(2) Do supervisors ensure personnel use protective clothing and/or equipment when working with hazardous chemicals? (AR 385-10; UR 385-10, para 4j) **P / F / NA**

(3) Are suitable facilities available for quick drenching or flushing of the eyes and body within work areas where persons may be exposed to injurious corrosive material? (29 CFR 1910.151(c)) **P / F / NA**

(4) Are first aid kits with an adequate quantity of first aid supplies approved by the consulting physician readily available? (29 CFR 1910.151(b)) **P / F / NA**

(5) Is personal protective equipment provided, used, and maintained in a sanitary and reliable condition? (29 CFR 1910.132(a)) **P / F / NA**

j. Hazardous Material Handling

(1) Does the unit have a written Hazardous Material Handling SOP addressing use, disposal, and emergency spill response for garrison and field environments? (AR 200-1, para 1-32; FM 3-04.500, para 8-100) **P / F / NA**

(2) Are flammable and combustible liquids maintained in the immediate work area stored in approved storage cabinets? (These cabinets must be designed and constructed to limit the internal temperature not more than 325 degrees F. when subjected to a 10-minute fire test as set forth in NFPA Code 251. The bottom, top, door, and sides of the cabinet must be at least No. 18 gauge sheet iron and double walled with 1 1/2-inch air space.) (29 CFR 1910.106(d)(3); 29 CFR 1910.106(d)(5)(iii)) **P / F / NA**

(3) Is a portable fire extinguisher located not less than 10 feet, nor more than 25 feet, from any Class I or Class II liquid storage area located outside of a storage room but inside a building? (29 CFR 1910.106(d)(7)(i)(b)) **P / F / NA**

(4) Is a portable fire extinguisher located outside of, but not more than ten (10) feet from the door opening into any room or building used for storage? (29 CFR 1910.106(d)(7)(i)(a)) **P / F / NA**

(5) Are approved storage cabinets used to store flammable liquids labeled "FLAMMABLE-KEEP FIRE AWAY"? (29 CFR 1910.106(d)(3)(II)) **P / F / NA**

(6) Are there provisions to contain the liquid in the event of spillage (liquid-tight raised sills or ramps at least four (4) inches in height) inside storage rooms? (29 CFR 1910.106(d)(4)(i); 29 CFR 1910.106(f)(7)) **P / F / NA**

(7) Are POL packaged products stored by product, date of pack, and batch or lot number so that the oldest can be issued first? (DA Pam 710-2-1, para 12-27c) **P / F / NA**

(8) Are packaged products inspected every 90 days to determine if each product is within shelf life usability and to determine container condition? (*AR 710-2, Appendix C-4b(2); DA Pam 710-2-1, para 12-27*) **P / F / NA**

(9) Are products checked against the DOD Quality Status List (QSL) during required inspections? (*AR 710-2, Appendix C-4b(3)*) **P / F / NA**

(10) Is FED STD 793 utilized to extend shelf life of GSA items? (*AR 710-2, para 2-37l(2)(h)*) **P / F / NA**

(11) Are outside storage buildings located fifty (50) feet or more from a building or line of adjoining property that may be built upon (buildings located within fifty (50) feet must have a two (2) hour fire resistant wall)? (*29 CFR 1910.106(d)(5)(vi)*) **P / F / NA**

(12) Do supervisors maintain an inventory of hazardous material? (*29 CFR 1910.1200e(1)(i); AR 200-1, para 4-3b; UR 385-10, para 4j(1)*) **P / F / NA**

(13) Are protective caps in place on compressed gas cylinders except when in use? (*29 CFR 1910.253(b)(2)(iv); 29 CFR 1910.253(b)(5)(ii)(G); AR 700-68, Para 5-1a(13)*) **P / F / NA**

(14) When cylinders are standing upright during use or storage, have precautions been taken to prevent accidental upsetting or falling (chained or strapped to structure)? (*29 CFR 1910.253(b)(2)(ii); AR 700-68, para 5-1a(18)*) **P / F / NA**

(15) Are full cylinders protected against excessive rise in temperature from direct rays of the sun or from sources of heat not to exceed 130 degrees F? (*29 CFR 1910.253(b)(2)(i); AR 700-68 Para 5-2*) **P / F / NA**

(16) Is smoking prohibited within 50 feet of compressed gas storage areas and "NO SMOKING " signs posted? (*AR 700-68 Para 5-2b*) **P / F / NA**

(17) Are oxygen cylinders in storage separated from combustible material (especially oil or grease), a minimum distance of 50 feet? (*29 CFR 1910.253(b)(4)(iii); TM 1-1500-204-23-1, para 2-2p*) **P / F / NA**

(18) Is each portable gas container legibly marked with the name of contents? (*29 CFR 1910.253(b)(1)(ii)*) **P / F / NA**

(19) Are acetylene and oxygen cylinders stored 100 feet apart or separated by an approved firewall having a fire resistant rating of at least 1/2 hour? (*29 CFR 1910.253(b)(4)(iii); AR 700-68, Para 5-3a(1)*) **P / F / NA**

(20) Are empty cylinders stored appropriately and separately from full cylinders? (*AR 700-68, para 5-9a*) **P / F / NA**

k. Environmental Protection Program

(1) Are there written Standard Operating Procedures detailing the Environmental Protection Program? (*AR 385-95 para 2-15a; AR 200-1 para 1-32d*) **P / F / NA**

(2) Has an Environmental Compliance Officer been appointed on orders? (*AR 200-1, para 1-32*) **P / F / NA**

(3) Has the ECO attended Environmental Training? (*AR 200-1, para 1-32*) **P / F / NA**

(4) Has a spill contingency plan been developed? (*AR 200-1, para 3-3 and 4-3k*)
P / F / NA

(5) Are the appropriate records detailing the Environmental Protection Program being maintained IAW the ARIMS? (*AR 25-400-2*)
P / F / NA

3. Hangar Safety

a. Maintenance Shops

(1) Is the shop or maintenance section area overcrowded and unsafe? (*FM 3-04.500, para 7-21*)
P / F / NA

(2) Are oily rags stored in closed metal containers properly marked? (*TM 1-1500-204-23-1, para 2-5c(8)*)
P / F / NA

(3) Are all exits free and unobstructed to allow for easy egress (exit) from buildings when occupied? (*29 CFR 1910.37(a)(3)*)
P / F / NA

(4) Are building exits marked with readily visible exit signs? Do readily visible signs in all cases mark access to exits where the exit or way to reach it is not immediately visible to the occupant? (*29 CFR 1910.37(b)(2)*)
P / F / NA

(5) Are individuals removing jewelry before performing maintenance? (*FM 3-04.500, Appendix P-16*)
P / F / NA

(6) Are machines designed for a fixed location securely anchored to prevent walking or moving? (*29 CFR 1910.212(b)*)
P / F / NA

(7) Does the safety guard on abrasive wheel machinery cover the spindle end, nut and flange projections? (*29 CFR 1910.215(a)(2)*)
P / F / NA

(8) Are bench grinders equipped with a tongue guard? (*29 CFR 1910.215(b)(9)*) **P / F / NA**

(9) Are temporary shops installed and maintained IAW TM? (*TM 1-1500-204-23-1, para 2-3*)
P / F / NA

(10) Are monthly safety inspection forms maintained and filed in the QC section? (*FM 3-04.500, para 7-21*)
P / F / NA

(11) Is a copy of the inspection given to the appropriate shop or maintenance section NCOIC for corrections of any deficiencies? (*FM 3-04.500, para 7-21*)
P / F / NA

(12) Does the shop safety board or kits have the recommended items posted? (*TB 385-4, para 3-2 and 3-21*)
P / F / NA

(13) Are rubber floor mats or similar insulating materials provided in front of repair positions? (*TB 385-4, para 3-2b*)
P / F / NA

- (14) Is test equipment properly grounded? *(TB 385-4, para 7-2d)* **P / F / NA**
- (15) Are personnel involved with laser operations trained on laser hazards? *(TB 385-4, para 1-4c)*
P / F / NA
- (16) Are rubber floor mats or similar insulating materials provided in front of repair positions, where electrical shock is possible? *(TB 385-4, para 3-2b)* **P / F / NA**
- (17) Are jettison cartridges removed before maintenance or storage of aircraft? *(Appropriate Aircraft manual)* **P / F / NA**
- (18) Are warning labels placed on aircraft laser components? *(TB 385-4, para 4-4)*
P / F / NA
- (19) Is there a current Battery Shop SOP located in the Battery Shop? *(TB 385-4, para 1-5)*
P / F / NA
- (20) Are battery maintenance personnel properly trained to inspect and charge batteries? *(TM 11-6140-203-23)* **P / F / NA**
- (21) Is a quick drenching facility for flushing eyes and body provided within close proximity of the battery shop? *(TB 384-4 para 3-2d)* **P / F / NA**
- (22) Is the battery-charging area adequately ventilated to prevent the accumulation of explosive gases? *(TB 385-4, para 3-2d)* **P / F / NA**
- (23) Is protective equipment available and used in the battery shop? *(TB 385-4, para 3-17b)*
P / F / NA

b. Electrical Safety

- (1) Is installed electrical equipment free from recognized hazards likely to cause death or serious physical harm to employees? *(29 CFR 1910.303(b); 29 CFR 1910.179(g)(2)(i))* **P / F / NA**
- (2) Do plugs fit firmly when inserted into mating connector or receptacle? *(NEC 16-8, para 16-8.1)*
P / F / NA
- (3) Are flexible cords and cables protected from accidental damage? *(29 CFR 1910.305(a)(2)(iii)(g); NEC 305-4(h))* **P / F / NA**
- (4) Is motor operated equipment (i.e. hand held motor operated tools, portable hand lamps, refrigerators, air conditioners, etc.) properly grounded with a three prong plug (appliances protected by an approved system of double insulation need not be grounded)? *(29 CFR 1910.304(f)(5)(v))* **P / F / NA**
- (5) Are flexible cords and cables prohibited from use as a substitute for permanent wiring of a structure, and prohibited from being run through holes in walls, ceilings, or floors, running through doorways, windows, or similar openings? *(29 CFR 1910.305(g)(1)(iii); NEC 305-4(h); NEC 400-8)* **P / F / NA**
- (6) Are flexible cords and power equipment missing pins, deformed or damage to outer jacket or insulation or possible internal damage? *(29 CFR 1910.334(a)(2))* **P / F / NA**

(7) Are hazardous power sources (other than 110-volt convenience outlets) appropriately color-coded? (70 to 500 volts with yellow and black danger signs, >500 volts with red, white and black danger signs)? *(TB 385-4, para 3-2e)* **P / F / NA**

c. Machine Tool Safety

(1) Is effective chip guarding and personnel protective equipment provided and utilized? *(29 CFR 1910.242(b))* **P / F / NA**

(2) Are hand-held power tools equipped with a constant pressure switch or control that will shut off the power when the pressure is released? *(29 CFR 1910.243(a)(2)(i))* **P / F / NA**

(3) Are hand-held tools equipped with a constant pressure switch or control and a lock-on switch? Can turnoff be accomplished by a single motion of the same finger or fingers that turned it on? *(29 CFR 1910.243(a)(2)(ii))* **P / F / NA**

(4) Is compressed air used for cleaning purposes reduced to less than 30 psi? *(29 CFR 1910.242(b))* **P / F / NA**

d. Parking of Aircraft and Equipment in Hangars

(1) Are aircraft parked in hangars spaced a sufficient distance apart to provide adequate clearance for maintenance, servicing, and fire lanes? *(TM 1-1500-204-23-1, para 2-6b)* **P / F / NA**

(2) Are all aircraft parked in the hangar static-grounded from basic structure of aircraft to a low resistance ground? *(FM 3-04.500, Appendix M-14; TM 1-1500-204-23-1, para 2-6b)* **P / F / NA**

(3) After parking aircraft inside the hangar, are aircraft chocked securely and aircraft parking brakes released? *(TM 1-1500-204-23-1, para 2-6b)* **P / F / NA**

(4) Is the correct number of personnel used when ground handling aircraft? *(Appropriate TM)* **P / F / NA**

(5) Is AGSE grounded at all times when in contact with the aircraft being worked on? *(TM 1-1500-204-23-1, para 2-6h)* **P / F / NA**

(6) Are all ammunition and pyrotechnics removed from the aircraft before maintenance and prior to putting aircraft in hangars? *(FM 3-04.500, Appendix O-35)* **P / F / NA**

(7) Are aircraft batteries disconnected when maintenance is being performed and batteries are not required for the procedure? *(TM 1-1500-204-23-1, para 2-5a)* **P / F / NA**

(8) Do aircraft grounding wires conform to the specifications of TM 1-1500-204-23-1, Figure 3-1 and are they inspected monthly? *(TM 1-1500-204-23-1, para 2-6f)* **P / F / NA**

(9) Are drip pans used and cleaned on a daily basis? *(TM 1-1500-204-23-1, para 2-6d)* **P / F / NA**

e. Jacking and Hoisting Procedures

(1) Are aircraft on jacks labeled (i.e. roped off, signs indicating ACFT ON JACKS) and access limited to prevent injury? (TM 1-1500-204-23-1, para 2-7a) **P / F / NA**

b) (2) Are ropes used to guide the aircraft during hoisting operations? (TM 1-1500-204-23-1, para 2-7b) **P / F / NA**

(3) Is their sufficient clearance above the aircraft being jacked? (TM 1-1500-204-23-1, para 2-7a) **P / F / NA**

(4) Have adequate control measures been enplaned so that unauthorized personnel are not working on, in, or underneath aircraft supported by jacks or during hoisting operations? (TM 1-1500-204-23-1, para 2-7a) **P / F / NA**

f. Location, Marking and Testing of Static Ground Points

(1) Are the static grounding points within the hangar marked with a yellow circle 18 inches in diameter, with a 2 inch black border surrounding it? (TM 1-1500-204-23-1, para 2-6e) **P / F / NA**

(2) Are logs kept for all permanent or semi-permanent airfields to show the identification of each rod, the date tested, and the reading in ohms? (TM 1-1500-204-23-1, para 2-6f) **P / F / NA**

(3) Are defective grounding points marked immediately by stenciling "DEFECTIVE - DO NOT USE" on the yellow circle and are they removed or replaced as soon as possible? (TM 1-1500-204-23-1, para 2-6f) **P / F / NA**

(4) Are the words STATIC GROUND CONNECTION and a numeric or alphanumeric identification of the grounding rod stenciled in black on the yellow circle? (TM 1-1500-204-23-1, para 2-6e) **P / F / NA**

4. Flight Line Safety

a. Parking and Mooring of Aircraft

(1) Are mooring devices installed (as specified by the applicable mooring and tie-down manual) and mooring ropes used on the aircraft in a 45 degree angle and chains tightened to remove slack? (TM 1-1500-250-23) **P / F / NA**

(2) If aircraft are to be parked in rows, are aircraft positioned in rows to most effectively reduce propeller wash during engine operation? (TM 1-1500-204-23-1, para 3-2d) **P / F / NA**

(3) Are chocks (fore and aft) utilized on aircraft main landing gear wheels? (TM 1-1500-204-23-1, para 3-2d) **P / F / NA**

(4) Are pitot static covers installed at all times? (TM 1-1500-204-23-1, para 3-2d) **P / F / NA**

(5) Are aircraft properly prepared if parked/stored outside during storms? (TM 1-1500-204-23-1, para 3-2e) **P / F / NA**

(6) Are ground safety pins installed in the aircraft after each flight? (TM 9-1055-460-13&P, para 3-5a and 3-5b) **P / F / NA**

b. Flight Line Equipment

(1) Is all flight line equipment inspected and functionally checked to ensure safety prior to use? (TM 1-1500-204-23-1, para 3-2f) **P / F / NA**

(2) Is all non-tactical ground support equipment (which is normally painted yellow) outlined with reflective tape to ensure high visibility during low light level operations? (TM 1-1500-204-23-1, para 3-2g) **P / F / NA**

(3) Is all support equipment which cannot be taped with reflectorizing tape (tactical vehicles, tractors, sweepers, occasional use vehicle, etc.) displaying a white-orange checkered flag conforming to MIL-F-40047, NSN 8345-00-027-3704? (TM 1-1500-204-23-1, para 3-2g(3)) **P / F / NA**

c. Static Grounding of Aircraft

(1) Are all aircraft parked outside that need to be serviced by an AGPU grounded during AGPU operations? (TM 1-1500-204-23-1, para 3-4a) **P / F / NA**

(2) Are aircraft parked outside grounded and bonded while servicing (i.e. fueling, defueling, arming ammunition or explosives, oxygen, hydraulic fluids, or any flammable fluids)? (TM 1-1500-204-23-1, para 3-4a) **P / F / NA**

(3) Are flightline grounding points marked and tested every 5 years? (TM 1-1500-204-23-1, para 3-4c(1)) **P / F / NA**

d. Aircraft Servicing

(1) Is proper personnel protective clothing used during refueling operations? (FM 10-67-1, pg 2-24) **P / F / NA**

(2) Are flight and ground crew familiar with fuel servicing and defueling operations? (FM 3-04.500, Appendix M-15) **P / F / NA**

(3) Are all aircraft restricted from oxygen servicing when the following exists: aircraft electrical switches are on, ground power unit operated within 50 feet of the servicing area, aircraft being serviced with fuel - oil - or anti-icing fluids, any combustible items are evident around oxygen servicing equipment? (TM 1-1500-204-23-1, para 3-7a) **P / F / NA**

(4) Are unsealed hydraulic fluid containers considered contaminated and destroyed? (FM 3-04.500, Appendix O-35; TM 1-1500-204-23-1, para 3-8) **P / F / NA**

(5) Are clean fuel sample bottles available and are samples taken during pre-flight and disposed of IAW unit SOP? (FM 3-04.500, Appendix O-35) **P / F / NA**

e. Ground Handling

(1) Are aircraft being towed in accordance with the applicable maintenance manual? (TM 1-1500-204-23-1, para 3-3b; FM 3-04.500, Appendix M-10) **P / F / NA**

(2) Are tow tug drivers trained to tow aircraft prior to towing? (*TM 1-1500-204-23-1, para 3-3; FM 3-04.500, Appendix M-10*) **P / F / NA**

(3) Is an assigned an authorized ground crewmember to operate aircraft brakes, as required, from the time chocks are removed until they are reinstalled? (*TM 1-1500-204-23-1, para 3-3a(2)*) **P / F / NA**

(4) Is an assigned ground crewmember standing near tip of each wing to act as a guide during ground movements? (*TM 1-1500-204-23-1, para 3-3a(3)*) **P / F / NA**

(5) Do personnel stand, sit, or lie on any external portion of an aircraft while it is in motion or jump from or board a moving aircraft? (*TM 1-1500-204-23-1, para 3-3a(6)*) **P / F / NA**

(6) Prior to towing aircraft, are towing attachments, lines, and bars are of adequate capacity, serviceable, and secured firmly to designated tow fittings of aircraft and tow vehicle? (*TM 1-1500-204-23-1, para 3-3b(1); FM 3-04.500, Appendix M-11*) **P / F / NA**

REFERENCES:

AE Policy Letter #3	04/18/2006	AER 385-7	01/16/2003
AR 11-34	02/15/1990	AR 25-400-2	11/15/2004
AR 95-1(R)	03/03/2006	AR 200-1	02/21/1997
AR 385-10 (R)	02/29/2000	AR 385-40 (R)	11/01/1994
AR 385-55 (R)	03/12/1987	AR 385-63 (R)	05/19/2003
AR 385-64 (R)	02/01/2000	AR 385-95 (R)	12/10/1999
AR 420-90 (R)	10/04/2006	AR 600-55 (R)	12/31/1993
AR 672-74 (R)	04/28/1995	AR 700-68	06/16/2000
AR 700-141 (R)	05/28/2004	DA PAM 40-501	12/10/1998
DA PAM 385-40 (R)	11/01/1994	DA PAM 738-751	03/15/1999
FM 3-04.111	08/21/2003	FM 3-04.500	08/23/2006
FM 5-0 (R)	01/20/2005	FM 7-1 (R)	09/15/2003
FM 5-19	08/21/2006	NFPA Code 10	08/17/2006
TB 385-4	08/01/1992	TC 1-210 (R)	06/20/2006
TM 1-1500-204-23-1	05/31/2006	TM 11-6140-203-23	07/15/2004
UR 385-10	05/02/1996	29 CFR	